

Randolph Township Trustees Regular Meeting, Thursday November 25, 2015

Chairman Sue White opened the meeting at 7:00 a.m. with the pledge. Sue stated that she reviewed the Public Hearing draft minutes and found them to be accurate. She asked if there were any corrections or additions. Mike moved to accept the Public Hearing minutes as written. Roger seconded. RCV: Roger – yes; Mike – yes; Sue – yes. Sue also reviewed the previous meeting minutes and found them to be accurate as well. She asked if there were any correction or additions. Mike moved to accept the previous meeting minutes. Roger seconded. RCV: Roger – yes; Mike – yes; Sue – yes. Present: Trustees Sue White, Roger Klodt, Mike Lang, FO Mary Rodenbucher, L. Klodt, E. Myrla, J. Lampe, D. McKay, V. McKay

Old Business

Mike spoke to Ron Skibiski who recommended not repairing the SC/CC lot at this time of year. He will honor his bid quote until spring.

Roger received a phone call from our OTARMA attorney, Abe Cantor, who informed him that the Angel lawsuit against the township has been dismissed.

Sue will meet with Todd Peetz on Monday to review possible grants for park improvements.

New Business

Sue thinks that Erin is doing a good job as ZI and would like to increase her salary. Mike suggested she wait until the Organizational Meeting. Sue questioned if she had to wait. Mike stated that the trustees can increase wages at any time, but feels it is best to wait until the first of the year. Roger also feels we should wait until the Organizational Meeting. Roger stated that is the usual time the trustees discuss wage increases.

Mary reported that she received notification from the Portage County Health Department for the Food Safety Program Fee Public Hearing. The hearing will take place on December 15 at 9:00 a.m. at the Portage County Health Department. The proposed fee for the Field House is \$208.17.

Mary asked the Trustees for the date for the Organizational Meeting. After a short discussion the Organizational Meeting was set for Monday, January 4, 2016 at 7:00 a.m.

Mary requested a motion to appropriate receipts 253 – 261 totaling \$6,592.24 and to pay warrants 36716- 36756 and EFTs/Vouchers 488– 515 totaling \$44,488.86. Mike so moved. Roger seconded. RCV: Roger – yes; Mike – yes; Sue – yes.

Larry presented the Road Report. Larry reported on road, building, mowing, and equipment maintenance. Larry reported on a meeting he attended at the Portage County Engineer's office regarding septic tie-ins. At the meeting there was discussion about the responsibilities of the Road Department, the possible need for a permit for the discharge, as well as a fee associated with the permit. Mike suggested that a policy should be drafted for the township. Mike feels the details needs to be recorded not necessarily with a permit but some type of documentation. If a fee needs to be implemented he feels it should be a minimal charge. There was discussion about the EPA issuing a permit as well as affects if a resident fills in a ditch. Larry commented that ditches are necessary to drain water off the road and need to be clear. Roger does not want it to be the township's liability. There was discussion about the permits issued by the EPA and the Health Department and possible solutions. Larry stated that the county is working on a policy. Larry will try to have a draft policy by the next meeting. Larry reported that the County Engineer will also host a safety meeting for all township road departments. ODOT will have a presentation on road safety. Larry stated that all members of our road department will attend. Roger feels we need to take advantage of any training available.

Erin presented the Zoning Report. Two permits were issued. The ZC and BZA both met recently and recorded their minutes. The next quarterly meeting will take place on January 11, 2016 at 7:00 p.m. in the CC. Roger spoke about an issue Erin encountered at the Administration Building. Roger feels that neither Mary nor Erin should be by themselves at the Administration Building in the evening. Roger stated that safety is paramount and does not want anyone at risk. There was discussion about burglar alarms, cameras, lighting, and a possible change in zoning hours. Sue feels a lot of mischievous activities take place next to the trailer park. Sue

appreciates Roger sentiment but feels a burglar alarm and cameras will be a deterrent. Sue commented that she and Mary did surveys on various departments in the past. Many townships have their ZI come in only when needed. Sue stated that Bruce can issue a permit when he is at the office. Sue does not want to inconvenience Erin. Erin stated that she will not jeopardize her safety. John asked about a door chime. Erin commented that she keeps the doors locked when she is there. Roger feels we should go on the offense. Sue feels prevention is the best avenue.

Roger read a memo from Captain Jasen Bryan regarding the Electronic Patient Care Report (EPCR) software system to be used in conjunction with our current medical control (University Hospital Portage). There would be a one-time purchase of equipment for \$1,585.94 plus monthly recurring fees for wireless data and insurance of \$96.34. Roger stated that University Hospital has taken over Robinson Memorial Hospital. Roger moved to purchase the necessary equipment not to exceed \$1,600.00 Sue second. Discussion: Mary asked when the equipment would be purchased. It will be required on or around January 1, 2016. Mary asked Roger to obtain the vendor's name so she can issue a purchase order. RCV: Roger – yes; Mike – yes; Sue – yes.

Roger moved to pay the monthly recurring fee of approximately \$96.34. Mike seconded. RCV: Roger – yes; Mike – yes; Sue – yes.


Roger stated that the RFD will host a blood drive on December 2.

Public Comment

On behalf of the township, Mike wished everyone a Happy Thanksgiving.

With no further business, the meeting adjourned at 7:30 a.m.


Susan White, Chairman


Mary A. Rodenbucher, Fiscal Officer